

DRAFT Historical Commission Work Plan 2022

Priority	Action Item and Objectives	Lead	Status	Schedule	Staff Recommendation
<i>High</i>	Special Valuation Applications	Staff	Process as submitted	Ongoing	Ongoing
<i>High</i>	Register Nominations	Staff	Process as submitted	Ongoing	Ongoing
<i>High</i>	Project Permit Reviews	Staff	Process as submitted	Ongoing	Ongoing
<i>High</i>	Rules of Procedure <ul style="list-style-type: none"> Develop Historical Commission Rules of Procedure 	Staff	New Project	1Q	2022 Work Program
<i>High</i>	2024-2044 Comprehensive Plan Periodic Update <ul style="list-style-type: none"> Review and provide comments from Scoping Period Review Comp Plan Historic Information (update as needed) Review existing goals, policies, and objectives (update as needed) Review implementing processes and regulations 	Staff	Introduce Project	1Q 2022 through 4Q 2023	2022 and 2023 Work Program
<i>Low</i>	Donovan District Cleanup <ul style="list-style-type: none"> Revisit ordinance for creation of district Re-assess inventory (what has been left following relocation of contributing homes?) Cleanup boundary lines on maps and GoSync Present new boundaries to HC, Council 	HC	HC members might pursue	2Q 2022 through 2Q 2023	2022 and 2023 Work Program
<i>Low</i>	Ongoing Commissioner Trainings <ul style="list-style-type: none"> CLG Trainings Special presentations from community experts 	HC	Send CLG opportunities out; contact Kim Gant about presentation	Ongoing	Ongoing

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Medium	Freeway signage for Historic District <ul style="list-style-type: none"> Re-establish goal, placement Feasibility 	Staff (Mayor's office)	Staff to coordinate with Economic Development Division and report back	2023 Work Program	Staff will do further research
Low	District(s) Signage <ul style="list-style-type: none"> Inventory/Assess district signage for districts and overlays Update regulations on district/overlay signage guidelines and design standards 	Staff and HC	Consider grant application	NA	Revisit work item in 2023
High	Brown Awards <ul style="list-style-type: none"> Historic Everett has agreed to take on this program lead City role as co-sponsor will focus on providing mail support, reserving venue and seeking Mayor's attendance 	Historic Everett	Historic Everett has agreed to coordinate this; city role limited to mailing & venue	Ongoing	No change
Medium	Hewitt Building Inventory <ul style="list-style-type: none"> Re-establish goal (expand district?) Evaluate potentially endangered buildings 	HC (Jack and Steve to lead)	Reviewed with HC on 1/22/19	NA	Revisit work program item in 2024
Medium	Historical Register Additions and Plaques <ul style="list-style-type: none"> Each Commissioner to champion a building to be added to a historical register Nominate buildings to appropriate registers Consider plaque program for listed structures 	HC	Two recent additions	NA	<ul style="list-style-type: none"> Continue support of nominations Revisit plaque program 2023 or 2024
Medium	Outreach and education <ul style="list-style-type: none"> Evaluate current publications/information sheets regarding historic preservation, special valuation, resources, etc. Collaborate with Communications Dept. on circulating printed materials for property owners 	Staff	On hold for staffing. Website updated for maintenance	NA	Revisit work program item when additional staffing resources are available

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	<ul style="list-style-type: none"> Update website 				
Low	<p>Metro Everett Landmark designation and evaluation of existing demolition code/process</p> <ul style="list-style-type: none"> Evaluate current policies and actions on demolition/historic preservation within code Research and consult with DAHP, other municipalities, stakeholders Consider incorporating landmark designation status for buildings Create priority list of potential landmark designees 	Staff	On hold. Grant returned due to staffing change. Requires Mayor and Council approval to proceed	NA	Revisit work program item when additional staffing resources are available
Low	<p>Claremont Neighborhood Overlay/District Designation</p> <ul style="list-style-type: none"> Re-visit inventory; prior CLG work Re-establish goals/objectives for creating district/overlay Expand education to existing and new property owners 	HC	See if HC wants to take on task.	NA	Revisit work program item when additional staffing resources are available
Low	<p>Main Street Program</p> <ul style="list-style-type: none"> Set up presentation from Downtown Everett Association to HC (Patrick) Gather information from Downtown Everett partners and board to collaborate on goals/education 	DEA	Everett Downtown Association has obtained recognition as an Affiliate member of the WS Main Street Program	1Q 2023	Revisit work program item 2023
Low	<p>Overlay Neighborhood Guidelines and Standards</p> <ul style="list-style-type: none"> Reformat/edit overlay guidelines and standard books Update maps as needed 	Staff	Requires staffing	NA	Revisit work program item when additional staffing resources are available